

## FORMAT AND DIRECTIONS FOR COAST GUARD AVIATION MISHAP MESSAGE

FM (UNIT NAME)

TO COMDT COGARD WASHINGTON DC//G-WKS/G-OCA/G-SEA//

AIG EIGHT NINE ZERO SEVEN (Aviation mishaps of interest to all aviation units)

AIG EIGHT NINE NINE NINE (Aviation mishaps involving ship/helo operations)

AIG FOUR NINE THREE FOUR (Aviation mishaps involving small boats or hoisting operations)

(CO's should readdress msgs to deployed crews, as appropriate)

(Add MLCA (kse) and MLCP (kse) if personnel injury or casualty involved)

(Other Addressees as appropriate)

BT

UNCLAS FOUO //N03750//

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WHAT FOLLOWS MAY CONTAIN PRIVILEGED SAFETY INFORMATION.

USE FOR MISHAP PREVENTION PURPOSES ONLY.

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SUBJ: AIRSTATION\_\_\_\_, AIRCRAFT TYPE AND OPMODE\_\_\_\_, CLASS\_\_ MISHAP

(NOTE: Information in SUBJ line should accurately reflect the mishap involved.

SUBJ line is used for identification and message sorting and is not part of the AVIATRS database.)

## A. SAFETY AND ENVIRONMENTAL HEALTH MANUAL, COMDTINST M5100.47

(Include other references as necessary.)

1. AIR STATION OR UNIT/\_(CGAS EASTCOAST)\_// MISHAP REPORT NUMBER/\_(3-96)\_//

2. AIRCRAFT TYPE/\_\_\_\_(See list number 1)\_\_\_\_// COAST GUARD IDENTIFICATION NUMBER CGNR/\_\_\_\_(aircraft tail number)\_\_\_\_//

3. MISHAP DESCRIPTION/\_\_\_\_(One or two sentences briefly summarizing the mishap, one line descriptor of mishap)\_\_\_\_//

4. OPMODE/\_\_\_\_(See list number 1)\_\_\_\_// CLASS/\_\_\_\_(See definitions and list number 2)\_\_\_\_//

5. DATE/\_\_\_\_// LOCAL TIME/\_\_\_\_// PERIOD OF DAY/\_\_\_\_(Light conditions based on time of day and time of year) (See list number 3)\_\_\_\_//

6. LOCATION OF MISHAP/\_\_\_\_// LAT/LONG/\_\_\_\_-\_\_\_\_N/\_\_\_\_-\_\_\_\_W // (Brief description of where mishap occurred and as appropriate 00-00N/000-00W).

7. WEATHER AT TIME/PLACE OF MISHAP/\_\_\_\_(sky/cloud conditions, visibility, wind, sea state, temperature, etc.)\_\_\_\_// METEOROLOGICAL CONDITIONS/\_\_\_\_(See list number 4)\_\_\_\_//

OBSTRUCTIONS TO VISIBILITY/\_\_\_\_(if appropriate or a factor) (See list number 5)\_\_\_\_//

## 8. FLIGHT INFORMATION.

A. MISSION/\_\_\_\_(See list number 6)\_\_\_\_// FLT TIME/\_\_\_\_(0.0 hrs)\_\_\_\_// FLT PLAN/CLEARANCE/\_\_\_\_(See list number 7)\_\_\_\_// DESTINATION/\_\_\_\_(Final destination of flight)\_\_\_\_//

B. PHASE OR EVOLUTION AT TIME OF MISHAP/\_\_\_\_(See list number 8)\_\_\_\_// AIRSPEED/\_\_\_\_(in kts)\_\_\_\_// ALTITUDE/\_\_\_\_(Altitude at time of mishap.) (See list number 9)\_\_\_\_//

## 9. AIRCREW INFORMATION.

A. PILOT AT CONTROLS/\_\_\_\_(See list number 10)\_\_\_\_// SEAT POSITION/\_\_\_\_(See list number 11)\_\_\_\_// DESIGNATION/\_\_\_\_(See list number 12)\_\_\_\_// TOTAL FLIGHT TIME/\_\_\_\_// FLIGHT TIME IN TYPE/\_\_\_\_// FLIGHT TIME LAST 30 DAYS/\_\_\_\_// MONTHS AT UNIT/\_\_\_\_//

B. PILOT NOT AT CONTROLS/\_\_\_\_(See list number 10)\_\_\_\_// SEAT POSITION/\_\_\_\_(See list number 11)\_\_\_\_// DESIGNATION/\_\_\_\_(See list number 12)\_\_\_\_//

**TOTAL FLIGHT TIME/\_\_\_\_// FLIGHT TIME IN TYPE/\_\_\_\_// FLIGHT TIME LAST 30 DAYS/\_\_\_\_// MONTHS AT UNIT/\_\_\_\_//**

**C. AIRCREW POSITION/DESIGNATION/\_\_\_\_(See list number 13)// RATING/\_\_\_\_(See list number 14)// TOTAL FLIGHT TIME/\_\_\_\_// FLIGHT TIME IN TYPE/\_\_\_\_// FLIGHT TIME LAST 30 DAYS/\_\_\_\_// MONTHS AT UNIT/\_\_\_\_//**

**D. AIRCREW POSITION/DESIGNATION/\_\_\_\_(See list number 13)// RATING/\_\_\_\_(See list number 14)// TOTAL FLIGHT TIME/\_\_\_\_// FLIGHT TIME IN TYPE/\_\_\_\_// FLIGHT TIME LAST 30 DAYS/\_\_\_\_// MONTHS AT UNIT/\_\_\_\_//**

(Pilot at the controls is the pilot at the controls at the time of the mishap or during the incident being reported. If flight was single pilot, enter N/A for PILOT NOT AT CONTROLS. For GROUND mishaps, do not list pilot data unless the pilots were in the aircraft at the time of the mishap.)

(Add as many subparagraphs as needed. List aircrew information ONLY if there was an aircrew function involved in the mishap. For GROUND mishaps, list experience information for the aircrew involved in the incident.)

**NO NAMES, RANKS OR SSN.**

**10. NARRATIVE/\_\_\_\_(Brevity is desired, but provide a clear and complete picture of what happened. Include description of mishap causes, injuries and damages. Describe the sequence of events and circumstances leading to the mishap, what happened immediately after the mishap and any other details or information pertinent to the mishap and not described elsewhere in the message.)\_\_\_\_//**

**11. MISHAP DAMAGE AND COST.**

**A. COAST GUARD AIRCRAFT DAMAGE OR COMPONENTS INVOLVED IN MISHAP PARTS/\_\_\_\_// COST/\_\_\_\_// LABOR COST/\_\_\_\_// TOTAL COST/\_\_\_\_//**

(List individual parts, components or aircraft damage after PARTS. List total parts cost after COST and labor cost (figured on \$18 per hour) after LABOR. TOTAL cost is the total of PARTS and LABOR. If a more detailed description is necessary or desired, use the NARRATIVE or ADDITIONAL FINDINGS. Round cost to the nearest dollar. Specify new vs. overhaul cost as appropriate.)

**B. OTHER COAST GUARD PROPERTY DAMAGE/\_\_\_\_(Describe non aviation Coast Guard property damage)\_\_\_\_// COST/\_\_\_\_//**

**C. NON COAST GUARD PROPERTY DAMAGE/\_\_\_\_(Includes other gov't as well as non gov't damage)\_\_\_\_// COST/\_\_\_\_//**

**D. NUMBER OF INJURIES/\_\_\_\_// FATALITIES/\_\_\_\_// DAYS LOST/\_\_\_\_(days off work// restricted activity, SIQ, hospitalized, etc.)\_\_\_\_. (List number of people injured or killed. Enter 0 if no injuries or fatalities.)**

**E. TOTAL COST/ \$\_\_\_\_(Sum of 10A, 10B and 10C)\_\_\_\_//**

(NOTE: List number of personnel injured. Details of injuries should be described in the narrative. Include rank, crew position, if applicable, and injuries of unit personnel, passengers or others involved. INJURY NUMBERS MUST AGREE WITH NARRATIVE).

**\*\*NO NAMES OR SSN\*\***

(NOTE: Aviation mishaps involving personnel injuries must also be reported to the MISREP data base. The CG AVIATRS database does not capture injury data (SSN, name, age, days off, severity, etc.)) This is a function of the MISREP data base system.

**12. A. ADDITIONAL INFORMATION/\_\_\_\_(Text as appropriate. Include relevant information not included elsewhere in the message. Describe any item involved in the mishap that is not found elsewhere or in the narrative. Describe problems or complications caused by equipment (ALSE, Avionics, Rescue, NVG, etc) not operating as advertised. This includes positive as well as negative items.)\_\_\_\_//**

**B. ENGINE MISHAP DATA/\_\_\_\_(For tracking purposes, list the phrase that best describes what happened to the engine as a result of the mishap). (See list number**

15)\_\_\_\_\_//

**13. RECOMMENDATIONS AND CORRECTIVE ACTIONS/**\_\_\_\_(List recommendations or corrective action taken to prevent future mishaps\_\_\_\_\_//

**14. NAME, RANK, PHONE NUMBER OF PERSON TO CONTACT REGARDING MISHAP/**\_\_\_\_\_//

**15. COMMANDING OFFICER'S ENDORSEMENT/COMMENTS/**\_\_\_\_\_//.

(The CO shall review the mishap report to evaluate the circumstances surrounding the mishap and indicate actions or recommends needed to correct the deficiencies and prevent similar mishaps. The CO should comment on cause factors and other aspects of the mishap. Comments should address human factor issues involved in the mishap.)

**BT**

**NNNN**

# PICK LISTS FOR AVIATION MISHAP MESSAGES

## **List #1      AIRCRAFT      OPMODE**

AUX	GROUND
HC130	FLIGHT
HH60	FLT-REL
HH65	
HU25	
VC4A	
VC20	

## **LIST #2      MISHAP CLASS COST (refer to COMDTINST M5100.47 (series) for more information)**

CLASS A	Over \$1,000,000 in Coast Guard aircraft damage, aircraft missing, abandoned or not economically repairable. Mishap results in fatalities or permanent total disability.
CLASS B	\$200,000-1,000,000 in Coast Guard aircraft damage, permanent partial disability or more than five people hospitalized.
CLASS C	\$20,000-200,000 in Coast Guard aircraft damage, nonfatal injury or occupational illness resulting in lost time from work beyond the day of the mishap.
CLASS D	Less than \$20,000 damage, nonfatal injury or illness not meeting criteria for Class C mishaps. (includes Near Midair collision, Lessons Learned and other mishaps with significant mishap prevention information.)
CLASS E	Aviation incidents involving engine damage only, regardless of the damage cost. If the damage is not contained or not limited to the engine, the mishap will be reported according to the appropriate mishap Class. Class E mishaps can be Flight, Flight-Related or Ground Class E incidents also include Foreign Object Debris (FOD) Damage Incidents.

## **List #3      PERIOD OF DAY**

DAY	DUSK	
DAWN	NIGHT	N/A

## **LIST #4      METEOROLOGICAL CONDITIONS**

IMC	VMC	N/A
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## **LIST #5      OBSTRUCTIONS TO VISIBILITY**

BLOWING SAND	FOG/RAIN	RAIN/SNOW
BLOWING SNOW	HAZE	SEA SPRAY
BROWNOUT	MIST	SMOG
CLEAR	NO MOON	SMOKE
CLOUDS	NONE	SNOW
DUST	N/A	SUN
FOG	RAIN	VOLCANIC ASH
FOG/HAZE	RAIN/HAZE	WHITEOUT

## **LIST #6      MISSION**

AI	COOP	ICE	MDP	OLP	SAR
ALPAT	DEMO	LE	MEP	OPS	TEST/FCF
AMIO	ELT	LOG	MER	PAO	TRNG
ATON	FERRY	M-OPS	MSO	PAX	
CARGO	FISH	MAINT	NVG	PHOTO	

## **LIST #7      FLIGHT PLAN**

IFR	VFR
N/A	SVFR

**LIST #8 PHASE**

APPROACH	HOT REFUELING	PREFLT
AUTOROTATION	HOVERING	ROTOR ENGAGEMENT
CARGO	INFLIGHT	RS DEPLOYMENT
CLIMBING	INTERCEPTING	RUNUP
DEBARKING/EMBARKING	ITO	SEARCH/PATROL
DESCENDING	JACKING	SHUTDOWN
DROPS	LANDING	SIMULATED EMERGE
DUMPING FUEL	LEVEL FLIGHT	STARTUP
FINAL	LOADING/UNLOADING	STATIC DISPLAY
FORCED LANDING	LOW LEVEL	TAKEOFF
FORMATION FLIGHT	MAINTENANCE	TAXIING
FUELING	ORBITING	TEST/FCF
GO AROUND	OVERFLT/FLYBY	TIED DOWN/PARKED
GROUND HANDLING	OVER/WATER	TOUCH/GO
HFIR	PATTERN	TOWING
HOISTING	POSTFLT	WASH

Several choices may seem redundant, but some may better describe the actually situation at the time of the mishap.

**LIST #9 ALTITUDE**

AGL	FL	
AWL	MSL	N/A

**LIST #10 PILOT IN COMMAND**

PIC	NPIC
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**LIST #11 SEAT POSITION**

RIGHT	LEFT
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**LIST #12 DESIGNATION**

AC	FP
CP	IP
SP (student pilot)	

**LIST #13 CREW POSITION/DESIGNATION**

AV	AI	BA
DM	FE	FM
FS (flight surgeon)	HQBA	HS (corpsman)
LM	N	R
RS	SSO	

Refer to Chapter 8 of the Air Operations Manual (COMDTINST M3710.1) for information on aircrew designations

**LIST #14 RATING**

AMT	AVT
AST	

**LIST #15 ENGINE**

FLAMEOUT	N/A
INFLT FAILURE	OVERHAUL
INFLT SHUTDOWN (w/restart)	REMOVE/REPLACE
INFLT SHUTDOWN (w/o restart)	SEL/3EL
INSPECTION	

Several choices may seem redundant, but some may better describe the actually situation at the time of the mishap.